



Heritage District Village Center Design and Development Plan Request for Qualifications

The Village of Pingree Grove, Illinois is requesting statements of qualifications and experience from professional land planners and urban designers to aid in the selection of a consultant to assist the Village with the review, refinement and advancement of a 2006 Village Center Vision and Concept Plan for the Heritage District.

Pingree Grove is a small community located west of Elgin in Kane County, Illinois. In recent years, the Village has experienced very rapid growth as a result of its partnership with Cambridge Homes to build a master planned community called Cambridge Lakes. Through this, Pingree Grove has seen its population soar from 124 in 2004 to nearly 4,000 in 2008 and has become a full service municipality in that time. All of this growth occurred in recently annexed property north of the original community.

The Heritage District represents the original part of Pingree Grove and is located along US Rt. 20. This area consists of a mix of residential, municipal and light industrial uses as well as several sizable undeveloped parcels. In 2006, the Village of Pingree Grove, with the assistance of marketing and land planning consultants and with much public input, drafted a Village Center and Concept Plan for the Heritage District which was adopted in November 2006. This plan can be reviewed on the Village's website at www.pingreegrove.org.

The Village of Pingree Grove desires to take the next steps to refine and further develop the 2006 Village Center and Concept Plan. The Village of Pingree Grove strongly desires to incorporate the following elements in the plan:

- Advance, update and further develop the 2006 Village Center and Concept plan.
- Provide a clear vision for a realistic mixed use, pedestrian scale village center to serve as a community gathering place and destination.
- Embrace the concepts of new urbanism to create the sense of place and functionality envisioned by the community.
- Utilize form-based codes to regulate development / redevelopment in accordance with the vision and desired sense of place.
- Integrate "green" practices and approaches into the design, plan and building concepts.
- Utilize technology to receive input and keep residents, stakeholders and interested parties informed throughout this process.
- Creatively embrace the character, history and opportunities of the Heritage District area while being realistic given physical and economic conditions.

The Village of Pingree Grove is seeking consultants that have considerable experience with similar projects that incorporate the principles of new urbanism and utilize form based codes (or similar implementation devices) to bring the vision to reality. For consideration, respondents should prepare a brief statement of qualifications that highlight relevant experience, skills and expertise with projects of this nature. Respondents should include at a minimum the following in their submittal:

- Name, address, telephone number and email address of consultant or firm and primary contact.
- Summary of the firm's general expertise, approach and planning / design philosophies.
- Summary of professional qualifications/ certifications of staff that would be directly involved in this project. Please highlight specific strengths, areas of expertise and intended roles of each member.
- Summary of related experience demonstrating the use of form based codes and new urbanism principles in development / redevelopment projects. Please indicate the consultant's specific involvement and provide contact information for a project reference.
- Any other relevant information that demonstrates applicable qualifications and experience.

Any consultant or firm interested in submitting statements of qualifications as described above should deliver 2 copies (at least one unbound) to the Village Manager, Village of Pingree Grove, 14N042 Reinking Road, Pingree Grove, Illinois by 4:30 p.m. on Thursday, July 30, 2009. The Village of Pingree Grove reserves the right to extend the proposal submittal date if needed.

Please note that it is the intention of the Village of Pingree Grove to utilize the submitted qualifications in order to identify two to four consultants/ firms for further consideration and discussion of this project.

Disclaimer:

Acceptance of any response to the RFQ should not be construed as a contract nor shall it indicate any commitment on the part of the Village of Pingree Grove for any future action. The RFQ does not commit or obligate the Village of Pingree Grove to pay any costs incurred in the submission of a response to this RFQ or for any costs incurred prior to the execution of a formal agreement.

The Village reserves the right to follow up with any responding party to obtain additional information if deemed necessary. The Village reserves the right to reject any and all responses, to negotiate directly with any responding or other party irrespective of the information provided in the response to waive irregularities and technicalities found, to advertise for additional responses or to otherwise proceed in a manner deemed to be in the best interest of the Village of Pingree Grove.

The Village does not represent that any proposal will be implemented or that it will enter into a contract with any individual respondent. In the event the Village of Pingree Grove selects a respondent and proceeds with this project, implementation will occur through a separate written agreement.

The Village of Pingree Grove is a governmental entity and as such, responses and submissions may be subject to public disclosure pursuant to the Freedom of Information Act.